

**UNAPPROVED - DRAFT**

**BOARD OF DENTISTRY  
MINUTES OF EXECUTIVE COMMITTEE**

**Thursday, September 10, 2009**

**Department of Health Professions  
9960 Mayland Drive, 2<sup>nd</sup> Floor  
Henrico, Virginia 23233  
Board Room 4**

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**CALL TO ORDER:** The meeting was called to order at 4:15 p.m.

**PRESIDING:** Meera A. Gokli, D.D.S., President

**MEMBERS PRESENT:** Jacqueline Pace, R.D.H.  
Paul N. Zimmet, D.D.S

**MEMBER ABSENT:** Jeffrey Levin, D.D.S.

**OTHER BOARD MEMBERS PRESENT:** Herbert R. Boyd, III, D.D.S.  
Martha C. Cutright, D.D.S.  
Robert B. Hall, D.D.S.  
Myra Howard  
Augustus A. Petticolas, D.D.S.

**STAFF PRESENT:** Sandra Reen, Executive Director

**COUNSEL PRESENT:** Howard Casway, Senior Assistant Attorney General

**QUORUM:** With three members present, a quorum was established.

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** Dr. Gokli requested a motion for approval of the minutes of the June 12, 2009 meeting of the Committee. Dr. Zimmet moved the approval of the minutes. The motion was seconded and passed.

**BYLAWS AMENDMENT:** Ms. Reen indicated that the proposed amendment was to address that members are expected to abide by the Code of Conduct that was adopted on June 12, 2009 and was issued as Guidance Document 60-9. Dr. Zimmet moved to recommend adoption of the revised bylaws to the Board. The motion was seconded and passed.

**RECOVERY OF DISCIPLINARY COSTS:** Ms. Reen advised that the NOIRA was still in administrative review so the Committee did not need to take any action at this meeting. Dr. Zimmet asked if the Board would be issuing a guidance document on the amounts to be charged.

Ms. Reen responded that the NOIRA discusses having such a policy in place so the amount being charged could be included in Orders.

**STANDARDS FOR  
PROFESSIONAL CONDUCT:**

Mr. Casway thanked the Committee for allowing him to review the proposal considered at the June meeting. He reviewed a number of edits he had made to the document, stated that Dr. Levin had agreed to the changes made and advised that it was before the Committee to consider. Dr. Zimmet moved that the Committee recommend adoption of the Code at the December Board meeting. The motion was seconded and passed with an editorial amendment to delete the word "made" from the eighth bullet under Practitioner-Patient Communications.

**FY 2010 BUDGET AND  
REVENUE AND  
EXPENDITURE REPORT:**

Ms. Reen reported that the FY2010 budget information was provided to assist the Committee in following the cash flow of the Board in the coming months. She stated that reports on expenditures would be issued following the close of the first quarter then monthly thereafter and that these reports will be forwarded by e-mail for their review. She asked the Committee to review these reports carefully for discussion at meetings to monitor the need to increase fees.

**FY10-FY14 REVENUE  
BUDGET PROJECTION:**

Ms. Reen reported that the current, revised projections show that the Board ended FY09 with a cash surplus instead of the anticipated deficit so a fee increase does not need to be considered at this time. She also advised that based on the current projections a fee increase may be needed in 2012 or 2013.

**ADJOURNMENT:**

With all business concluded, the Committee adjourned at 4:50 p.m.

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Jeffrey Levin, D.D.S., President

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Sandra K. Reen, Executive Director

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Date

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Date